EXHIBIT 30

NAEB Educational Television Production Workshop
August 23 - September 10, 1954
Michigan State College, East Lansing, Michigan

Roster

1. Mr. Thomas J. Brophy, Office of Radio-Television, NEW YORK UNIVERSITY, Washington Square, New York 3, New York
2. Mr. Charles B. Gilbert, RADIO STATION KSLH, ST. LOUIS BOARD OF EDUCATION, 1517 South Theresa Avenue, St. Louis 4, Missouri
3. Dr. Lewin Goff, Department of Speech, STATE UNIVERSITY OF IOWA, Iowa City, Iowa
4. Mr. John Henderson, RADIO STATION WBAA, PURDUE UNIVERSITY, Lafayette, Indiana
5. Mrs. L. C. McNabb, Director of Broadcasting, MILLIKIN UNIVERSITY, Decatur, Illinois
6. Mrs. Maude Kemper Riley, Editor of Publications, THE ART INSTITUTE OF CHICAGO, Chicago 3, Illinois
7. Miss Margaret Siegley, Assistant Director of Radio and TV, OKALHOMA CITY PUBLIC SCHOOLS, Oklahoma City 6, Oklahoma
8. Miss Hilary Whittaker, Department of Speech, WAYNE UNIVERSITY, Detroit 1, Michigan
9. Mr. Anthony W. Zaitz, Department of Speech, UNIVERSITY OF MASSACHUSETTS, Amherst, Massachusetts
10. Mr. Ray E. Halcombe, Department of Drama and Speech, MACMURRAY COLLEGE, Jacksonville, Illinois
11. Dr. Harry W. Knepler, Division of Liberal Studies, ILLINOIS INSTITUTE OF TECHNOLOGY, Chicago 16, Illinois
12. Mr. W. Ferron Halvorson, Director of Broadcasting, TEXAS TECHNOLOGICAL COLLEGE, Lubbock, Texas
13. Mr. S. Donald Robertson, Department of Speech, RADIO STATION KFJM, UNIVERSITY OF NORTH DAKOTA, Grand Forks, North Dakota
14. Mr. Ralph J. Tangney, Program Manager, RADIO STATION WGBH-FM AND WGBH-TV (WGBH EDUCATIONAL FOUNDATION), Symphony Hall, Boston 15, Massachusetts
15. Mr. John E. Young, Manager, RADIO STATION WUNC, UNIVERSITY OF NORTH CAROLINA, Chapel Hill, North Carolina
16. Mr. Roland E. Fenz, Director, RADIO STATION KSTC, KANSAS STATE TEACHERS COLLEGE, Pittsburg, Kansas
17. Mr. Fred B. Rainsberry, Television Service, CANADIAN BROADCASTING CORPORATION, 354 Jarvis Street, Toronto, Ontario, Canada
18. Miss Marjorie E. Stevens, RADIO STATION WDTR, DETROIT PUBLIC SCHOOLS, 9345 Lawton Avenue, Detroit 6, Michigan
19. Mrs. de Lacee W. Holland, BIRMINGHAM CITY SCHOOLS, 2904 Ave. W. Ensley Hglds., Birmingham 8, Alabama
20. Miss Julia M. Hanna, Department of Communication Arts, UNIVERSITY OF DETROIT, 4001 W. McNichols Road, Detroit 21, Michigan
21. Mr. Glenn W. Price, Division of Radio and Television, UNIVERSITY OF KANSAS, Lawrence, Kansas
22. Mr. William G. Harley, Manager, Radio Station WHA-TV, UNIVERSITY OF WISCONSIN, Madison, Wisconsin

EXHIBIT 30 (con't)

23. Mr. Paul Carpenter, Jr., Producer and Director, Radio Workshops, Radio Station WABE, Board of Education, Atlanta 3, Georgia
24. Miss Donatha Mainguth, Department of Communication Arts, MERCY COLLEGE, 8200 West Outer Drive, Detroit 19, Michigan
25. Miss Rita Smyth, Publicity Director, MARYGROVE COLLEGE, Detroit, Michigan
26. Miss Emma Fantone, Director, Audio-Visual Aids Service, NEW JERSEY STATE TEACHERS COLLEGE, Upper Montclair, New Jersey

TENTATIVE OUTLINE OF NAEB TV PRODUCTION WORKSHOP
At WKAR TV, East Lansing, Michigan
August 23 - September 10, 1954

SUNDAY, August 22

8:00 P. M.	Social Hour - Orientation Session -- Studio

MONDAY, August 23

9:00 A. M.	General Session -- Studio Introduction of Staff Opening Lecture by Bretz
10:30 A. M. (E)	Demonstration of Studio Equipment (cf p. 20 of 1953 Report) -- Studios A & B (or B & C) Bretz & 3 assistants
12:00	LUNCH
1:30 P. M. (E)	Individual Check-out on equipment (LAB PROJECT #1) -- Studios A & B; Bretz, Stasheff & 6 assistants
3:00 P. M.	General Session -- Conference Room Lecture by Dr. Hunter, if available: "The Problems of Educational TV"
4:30 P. M.	Break for rest, wash-up, and dinner
7:15 P. M.	Meet in Conference Room and organize observation groups. Group A in control room, others in Conference Room watching monitor. Observe WKAR-TV programs until sign-off
8:45 P. M.	General Session in Conference Room -- Workshoppers introduce themselves

EXHIBIT 30 (con't)

TUESDAY, August 24

9:00-10:30 A. M.	LEC.: Terminology, Cueing & Timing -- Studio (A, B or C)
10:30 A. M. (E)	LAB.: Project #1, continued -- Studios A & B
12:00	LUNCH
1:30 P. M. (E)	LAB.: Project #2 -- Studios A & B
3:00-4:15 P. M.	Observe 4-H programs; 12 in control room (Group B) Rest in Conference Room, watching monitor
4:45-7:00 P. M.	DINNER
7:00 P. M.	LEC.: Types of Programs - Bretz
8:30 P. M.	Screen and discuss kinescope recordings (Projector needed -- Conference Room)

NB: From this point on, Lunch and Dinner Hours are not listed in the schedule. Lunch Hour is pretty consistently 12 N to 1:30 P. M., while Dinner Hour is from the end of the 3:00 P. M. session (usually 4:30 or 4:45) to 7:00 P. M.

WEDNESDAY, August 25

9:00 A. M.	LEC.: The Tools of TV - Bretz (Part I) -- Conference Room
10:30 A. M.	LEC.: The Operation of the ETRC, by a representative of the Center - Conference Room
1:30 P. M. (E)	Continuation of LAB. Project #2 -- Studios A & B
3:00 P. M. (E)	" " " " " " "
7:00 P. M.	Observation - Gp. C observes Handiman Show in Control Room, others in Conference Room with Bretz for Lecture. LEC.: The properties of TV Lenses -- Bretz
8:30 P. M.	JOINT SESSION: How to prepare for LAB. Project #3 - Interview -- Conference Room -- Stasheff Gp. C will be talent in this project

EXHIBIT 30 (con't)

THURSDAY, August 26

9:00 A. M.	Individual dry runs and preparation for LAB Project #3	-- Studios A & B
10:30 A. M. (E)	Production of LAB. Project #3	-- " "
1:30 P. M. (E)	" " " " "	-- " "
3:00 P. M. (E)	" " " " "	-- " "
7:45 P. M.	Observe Cine Report in Conference Room	
8:00 P. M.	Discuss " " " " "	
8:30 P. M.	Prepare panel programs for next day.	

FRIDAY, August 27

9:00 A. M.	LEC.: The Tools of TV, Part II -- Bretz	-- Conference Room
10:30 A. M.	DRY RUN; Panel Programs	-- Studios A & B
1:30 P. M. (E)	LAB.: Project #4, Panel Programs	-- " "
3:30 P. M. (E)	" " " " "	-- " "
7:30 P. M.	Group B observes Handiman Program while Groups A & C listen to LEC.: Formats, Rundowns and Scripts - Stasheff	-- Control Room -- Conference Room
8:30 P. M.	Screen and Discuss Kines	-- Conference Room

NB: No calls for Engineering Staff this day

9:00 A. M.	LEC.: Problems of Producing Remote Pick-ups - Bretz	-- Conference Room
10:30 A. M.	LEC.: Problems of Scripting for Remotes - Stasheff	-- " "
1:30 P. M.	LAB.: Remote Survey & Report	-- All Outdoors
3:00 P. M.	" " " "	-- " "
EVENING	FREE	

EXHIBIT 30 (con't)

SUNDAY, August 29

10:00 A. M. (E)	LAB.: Set up Remote (For those who can go to Church early or who do not plan to go to Church.)	-- Remote Site
1:00 P. M.	Rehearse Remote	-- " "
3:30 P. M.	Present Remote Program	-- " "
4:30 P. M.	Tear-down remote equipment & return to studio	-- " "
EVENING:	FREE	

MONDAY, August 30

9:00 A. M.	LEC.: Graphics & Visualizations - Bretz	-- Conference Room
10:30 A. M. (E)	LAB.: Exercise 5 - Charade Quiz	-- Studios A & B
1:30 P. M. (E)	" " " "	-- " "
3:00 P. M. (E)	" " " "	-- " "
7:30 P. M.	LEC.: Management Problems in Educational TV - Morris Novik	-- Conference Room
8:45 P. M.	Screening & Discussion of kines, and Individual Consultation with Mr. Novik	-- " "

TUESDAY, August 31

9:00 A. M.	LEC.: Use of Film Inserts in Live Shows - Stasheff Include St. Louis kine, "Rocks"	-- " "
10:30 A. M.	LAB.: Individual check-out on 16 mm. projectors of various types Group B: Lecture on Formats, Rundowns, etc. - Stasheff	-- Conference Room & Studios
1:30 P. M.	LEC.: Introduction to Film Equipment - - Williams	-- Conference Room
3:00 P. M.	LEC.: How to Shoot a Film Sequence - Bretz	-- " "
7:00 P. M.	LEC.: How to Prepare an Out-door Studio Program - Bretz	-- " "
8:00 P. M.	SYMPOSIUM: Problems of kinescope recording - Hunter, Stasheff, WKAR-TV Recording Engineer	-- " "

EXHIBIT 30 (con't)

WEDNESDAY, September 1

9:00 A. M.	LAB.: Shooting a Film Sequence - Gp. A - Bretz & Johnson	-- Outdoors
	LEC.: Editing Techniques - Gp. B - Williams	-- Film Room
	LEC.: Writing & Pkging - Gp. C. - Stasheff	-- Conference Room
10:30 A. M.	LAB.: Shooting a Film Sequence - Gp. A	-- Outdoors
	LAB.: Ind. Check-out on Splicer -Gp. B	-- Film Room
	Ind. Review of Audio - Gp. B	-- Engineer - Control Room
	LEC.: Writing & Pkging - Gp. C.	-- Conference Room
1:30 P. M. (E)	LAB.: Project #6, Film-&-MC Show - Gp. A	-- Studio A
	LAB.: Project #7, Outdoor Studio - Gp. B	-- Outdoor Studio
	LAB.: Writing on Shows or Observe Outdoor Studio - Gp. C	
3:00 P. M. (E)	CONTINUATION OF 1:30 SCHEDULE	
7:00 P. M.	LEC.: What the Educational Producer Should Know About TV Engineering - Cecil Bidlack	- Conference Room
8:00 P. M.	Individual conferences with Mr. Bidlack Screening and discussion of kines	

THURSDAY, September 2

9:00 A. M.	LAB.: Shooting a Film Sequence - Gp. B	-- Outdoors
	LEC.: Editing Techniques - Gp. A	-- Film Room
	LEC.: Individual Problems - Gp. C	-- Conference Room
10:30 A. M.	LAB.: Shooting a Film Sequence - Gp. B	-- Outdoors
	LAB.: Ind. Check-out on Splicer- Gp. A	-- Film Room
	Also Check-out on Audio - Gp. A	-- Engineer - Control Room
	LAB.: Writing Programs - Gp. C	-- Own Rooms

EXHIBIT 30 (con't)

THURSDAY, September 2 (con't)

1:30 P. M.	(E)	LAB.: Project #6, Film-&-MC - Gp. B	-- Studio A
	(E)	LAB.: Project #7, Outdoor Studio - Gp. A	-- Outdoor Studio
		LAB.: Writing - Gp. C	-- Own Rooms
3:00 P. M.	(E)	CONTINUATION OF ABOVE 1:30 SCHEDULE	
7:30 P. M.		Screen & Discuss Kines	-- Conference Room

FRIDAY, September 3

9:00 A. M.		LAB.: Survey & Prepare Individual Remotes (CONTINUOUS ALL MORNING)	-- Remote Site
1:30 P. M.	(E)	LAB.: Project #6, Film-&-MC - Gp. A	-- Studio A
	(E)	LAB.: Project #7, Outdoor Studio - Gp. B	-- Outdoor Studio
		LAB.: Analysis of Scripts - Gp. C	-- Conference Room
3:00 P. M.	(E)	LAB.: Project #6, Film-&-MC - Gp. B	-- Studio A
	(E)	LAB.: Project #7, Outdoor Studio-Gp. A	-- Outdoor Studio
		LAB.: Analysis of Scripts - Gp. C	-- Conference Room
7:00 P. M.		LEC.: Floor Plans & Shot Plotters - Omnes-	" "
8:00 P. M.		LEC.: Demonstration of TV Lighting- "	-- Studio A or B
9:00 P. M.		LAB.: Individual Check-out on Lighting Instruments - "	-- " "

NB: 3-4 WKAR-TV Staff Technicians needed on this evening

SATURDAY, September 4

9:00 A. M. to 12:00 N 1:30 P. M. to 4:30 P.M.	(E)	Present 5-minute segments of Exercise Remote
4:30 P. M. to 5:00 P. M.		Assist Engineers to tear-down and return equipment to studio
EVENING		FREE

EXHIBIT 30 (con't)

SUNDAY, September 5

9:00 A. M. to 12:00 N	FREE	
1:30 P. M. to 4:30 P. M.	Rehearse (Block and Dry-Run) Vignettes I & II	-- Studios A & B
	Plan and Write Final Shows for Thursday, 9/9	-- Conference Room
7:30 P. M. to 9:30 P. M.	Continue work on Vignettes I and II and on Final Shows, if additional time is needed	

MONDAY, September 6

9:00 A. M. to 12:00 N -		
	(E) Group A produces Vignette I in Studio A	
	(E) Group B produces Vignette II in Studio B	
	Individuals edit their own film sequences	-- Film Room
1:30 P. M. to 4:30 P. M. -		
	(E) Group A produces Vignette II in Studio B	
	(E) Group B produces Vignette I in Studio A	
	Individuals continue editing own film	-- Film Room
7:30 P. M. to 10:00 P. M.	Individuals continue editing own film	-- Film Room
	Rehearse Block and Dry-Run Vignettes III & IV	

TUESDAY, September 7

9:00 A. M. to 12:00 N -		
	(E) Group A produces Vignette III in Studio A	
	(E) Group B produces Vignette IV in Studio B	
	Individuals continue editing own film	-- Film Room
1:30 P. M. to 4:30 P. M. -		
	(E) Group A produces Vignette IV in Studio B	
	(E) Group B produces Vignette III in Studio A	
	Individuals continue editing own film	-- Film Room
7:30 P. M. to ?	(Projector needed) Screen student film sequences	-- Conference Room

EXHIBIT 30 (con't)

WEDNESDAY, September 8

9:00 A. M. to 12:00 N		Block and dry-run final shows	-- Studios A & B
1:30 P. M. to 4:30 P. M.	(E)	Rehearse final shows on camera	-- " "
7:45 P. M. (After Sign-off)	(E)	Special Effects Demonstration - Bretz	-- Studio ?

THURSDAY, September 9

9:00 A. M. to 12:00 N	(E)	Rehearse Final Shows, with full run-thru at 10:30 A. M.	-- Studios A & B
1:30 P. M.	(E)	Full Dress Rehearsal	-- Studios A & B & Film Chain
3:00 P. M. to 4:00 P. M.	(E)	AIR TIME * Present Final Shows	-- " " "
7:00 P. M.		Final Dinner	

FRIDAY, September 10

9:30 A. M. -	Clean up and return borrowed props, etc.	
10:30 A. M. -	Write Final Evaluations of Workshop	-- Conference Room
	Check out, pay bills, etc. Turn in vouchers, if needed	
12:00 N	Depart	

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